Subject: Re: CF 20-0941 HACLA Controller Instructions
From: Edward Moreno <edward.moreno@lacity.org>
Date: 10/15/20, 1:55 PM
To: Claire No <claire.no@lacity.org>
CC: Amalia Robles <amy.robles@lacity.org>, Bob Wingenroth <bob.wingenroth@lacity.org>, Crista Binder <crista.binder@lacity.org>, Elyse Matson <elyse.matson@lacity.org>, Frieda Huang <frieda.huang@lacity.org>, Meg Barclay <meg.barclay@lacity.org>, Michelle Le <Michelle.Le@lacity.org>, Minyeong Chen <minyeong.chen@lacity.org>, Teresa Kyu Li <teresa.kyu.li@lacity.org>

Hi Claire,

You can include Finance since they execute the wire after Controller approves it.

Thanks.

Ed

On Thu, Oct 15, 2020 at 1:48 PM Claire No <claire.no@lacity.org> wrote:

> Hi Bob,
>
> Thank you very much for your confirmation. May I please ask if the Rec should AUTHORIZE the Controller and/or the Office of Finance to wire the funds... ? or is it ok just to authorize the Controller to wire the funds in the report? Thank you.
>
> Please feel free to ask if you have any questions.
> --
> Thank you,
>
> Claire Su Kyung No
> Office of the City Administrative Officer
> (213) 473-7520
> claire.no@lacity.org
>
> On Thu, Oct 15, 2020 at 1:30 PM Bob Wingenroth <bob.wingenroth@lacity.org> wrote:
>
> > Dear Meg,

The instructions you provided are sufficient for us to wire the funds to escrow.

If you have further questions, please contact Amy Robles at 213-978-7407.

Take care,

Bob Wingenroth

City of Los Angeles - Office of the Controller

(213) 978-7392

Email: Bob.Wingenroth@lacity.org

Website: http://www.lacontroller.org

Address: 200 N. Main St. Room 460, Los Angeles, CA 90012

"*I've learned that people will forget what you said,*

people will forget what you did,

but people will never forget how you made them feel."

Maya Angelou

On Thu, Oct 15, 2020 at 1:12 PM Meg Barclay <meg.barclay@lacity.org> wrote:

> Hi Everyone,
>
> To clarify, what we need confirmation from the Controller on is recommendation 3 in the document. pasted below. We just need to make sure this is sufficient to allow us to wire funds to escrow when we close on the purchase of these properties. Thanks so much. We got a little more time to submit the report, but not much. Anything you can do to confirm by

1:30 would be so appreciated.

3. AUTHORIZE the Controller to wire the funds, outlined below as properties are scheduled to close escrow, directly to the Commonwealth Land Title Company, 888 South Figueroa Street, Suite 2100, Los Angeles, CA 90017;

#	Site	CD	Units	City Match	Estimated Closing Costs	Total
1	Solaire Hotel	1	91	$4,238,814	$4,350	$4,243,164
2	Howard Johnson	3	75	$4,532,777	$169,350	$4,702,127
3	Econo Motor Inn	6	59	$2,135,002	$110,050	$2,245,052
4	Panorama Inn	6	51	$2,602,083	$102,800	$2,704,883
5	EC Motel	8	31	$1,013,635	$3,225	$1,016,860
6	Best Inn	10	23	$744,957	$2,725	$747,682
7	Travelodge*	12	76	$15,808,000	$4,350	$15,812,350
8	The Nest	13	41	$1,435,783	$3,350	$1,439,133
9	Titta's Inn	14	49	$1,689,344	$3,350	$1,692,694
10	Travelodge	15	40	$2,756,574	$3,350	$2,759,924
	Total		**536**	**$36,956,969**	**$406,900**	**$37,363,869**

On Thu, Oct 15, 2020 at 12:40 PM Claire No <claire.no@lacity.org> wrote:

> Thank you, Michelle for confirming the Rec 2 in the draft report.
>
> Frieda,
>
> Since Min is out of his office until 11/2, may I please ask to review Rec 1 and 3 in the draft report and confirm asap if possible? or can you please let us know whom we can confirm with? Thank you.
>
> Please feel free to ask if you have any questions.
> --
> Thank you,
>
> Claire Su Kyung No
> Office of the City Administrative Officer
> (213) 473-7520

claire.no@lacity.org

On Thu, Oct 15, 2020 at 12:35 PM Michelle Le <Michelle.Le@lacity.org> wrote:

Hi Claire,

F&A only reviews Controller instruction related to Budgetary Control, which is recommendation #2. Rec. 2 is good to go. We're not reviewing Rec. 1 and Rec. 3 of the Controller's instruction.

Michelle Le
Office of the Controller I Funds & Appropriation
Phone: (213) 978-7295

On Thu, Oct 15, 2020 at 12:05 PM Meg Barclay <meg.barclay@lacity.org> wrote:

Thanks for any help you can provide on this. So sorry about the rush, but we are under a deadline to release this report at 1p.

On Thu, Oct 15, 2020 at 11:58 AM Claire No <claire.no@lacity.org> wrote:

Hi Michelle,

I sincerely apologize for the rush request but may I please ask to see below rec and draft controller instructions and confirm if they look ok to be released? and for us to complete transactions once the reports are approved by both Council and Mayor? Please confirm asap or no later than 12:10 pm if possible. Once again, I sincerely apologize for such a rush request. Thank you.

CF 20-0941 approved on 8/12/2020

- AUTHORIZE the CAO to enter into an Agreement, reviewed and approved by the City Attorney, with the Housing Authority of the City of Los Angeles outlining the roles and responsibilities as co-applicants to the State of California Homekey Program Notice of Funding Availability

CAO 20-0941 draft CAO report - controller instructions

Please feel free to ask if you have any questions.
--
Thank you,

Claire Su Kyung No
Office of the City Administrative Officer
(213) 473-7520
claire.no@lacity.org

On Thu, Oct 15, 2020 at 11:26 AM Claire No <claire.no@lacity.org> wrote:

> Michelle,
>
> FYI. CF 20-0941 CAO report dated 8/7/2020 Rec 2 also authorized CAO to enter into an Agreement with HACLA. Thank you.
>
> Please feel free to ask if you have any questions.
> --
> Thank you,
>
> Claire Su Kyung No
> Office of the City Administrative Officer
> (213) 473-7520
> claire.no@lacity.org
>
> On Thu, Oct 15, 2020 at 11:13 AM Claire No <claire.no@lacity.org> wrote:
>
> > +Minyeong Chen
> >
> > --
> > Thank you,
> >
> > Claire Su Kyung No
> > Office of the City Administrative Officer
> > (213) 473-7520
> > claire.no@lacity.org
> >
> > On Thu, Oct 15, 2020 at 11:11 AM Claire No <claire.no@lacity.org> wrote:
> >
> > > Hi Michelle,

I have done a little bit of research myself, and the CAO report 8/7/2020 is not the report that was adopted for CF 20-0941. By reviewing the Council agenda and meeting minutes, Motion (CEDILLO - MARTINEZ) and Communication from the CAO (CAO report 8/12/2020) and Resolution relative to recommendations regarding the State of California Department of Housing and Community Development Homekey Program Notice of Funding Availability were adopted on 8/11/2020.

Council Meeting Journal 8/11/2020 Item 29 Rec 2. I believe this should suffice the MOU part of the transfers relative to the matching funding for Homekey Program applications.

- AUTHORIZE the CAO to enter into an Agreement, reviewed and approved by the City Attorney, with the Housing Authority of the City of Los Angeles outlining the roles and responsibilities as co-applicants to the State of California Homekey Program Notice of Funding Availability

Can CAO use the above MOU as the transfer/payment authority? With that MOU, does the controller instructions look ok in the attachment? Thank you very much.

Meanwhile, I will coordinate with the City Clerk's office to update the CAF file with correct information. Thank you.

Please feel free to ask if you have any questions.
--
Thank you,

Claire Su Kyung No
Office of the City Administrative Officer
(213) 473-7520
claire.no@lacity.org

On Thu, Oct 15, 2020 at 10:24 AM Claire No <claire.no@lacity.org> wrote:

> Hi Michelle,
>
> Please see below approved CF and attached controller

instructions to be included in the next CAO report. May I please ask for your guidance on the controller instructions if any adjustments are needed. I sincerely apologize for the rush but may I please ask for your guidance asap if possible? Thank you very much for your help as always.

CF 20-0941 CAO Report dated 8/7/2020 Rec 3 CAF 8/12/2020

- APPROVE up to $150 million in COVID-19 Federal Relief Fund monies for the matching funds for successful Homekey Program applications;

Please feel free to ask if you have any questions.
--
Thank you,

Claire Su Kyung No
Office of the City Administrative Officer
(213) 473-7520
claire.no@lacity.org

--
Meg Barclay
Homeless Coordinator
Office of the City Administrative Officer
Email: meg.barclay@lacity.org
Phone: (213) 978-1681

--
Meg Barclay
Homeless Coordinator
Office of the City Administrative Officer
Email: meg.barclay@lacity.org
Phone: (213) 978-1681

--

--
Thank you,

Claire Su Kyung No
Office of the City Administrative Officer
(213) 473-7520
claire.no@lacity.org

--
Thanks,

Ed

Edward Moreno
Senior Management Analyst II
Office of the Controller
Office Phone: 213-978-7303